

**TOWN OF DAVIE**  
**TOWN COUNCIL AGENDA REPORT**

**TO:** Mayor and Councilmembers

**FROM/PHONE:** Emilio DeSimone, Project Manager, Capital Projects, (954) 797-1085

**PREPARED BY:** Emilio DeSimone

**SUBJECT:** Resolution

**AFFECTED DISTRICT:** N/A

**ITEM REQUEST:** **Schedule for Council Meeting**

**TITLE OF AGENDA ITEM:** CONTRACT EXTENSION - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING AN EXTENSION OF THE EXISTING CONTRACT WITH ACAI ASSOCIATES, INC. FOR MISCELLANEOUS ARCHITECTURAL SERVICES.

**REPORT IN BRIEF:** The Town Council previously approved the selection of Acai Associates as one of the two firms the Town would be entering into contracts with by Resolution R-2007-102 and executed the contract by Resolution R-2008-54. Staff is recommending extending the original contract for one (1) additional two (2) year term from the date of this resolution. The terms and costs shall remain the same.

**PREVIOUS ACTIONS:** Resolutions R-2007-102 and R-2008-54.

**CONCURRENCES:**

**FISCAL IMPACT:** not applicable

Has request been budgeted? Yes

If yes, expected cost: \$ Dependent on the number of work assignments.

Account name and number: Various Capital Improvement Program Accounts.

**RECOMMENDATION(S):** Motion to approve resolution

**Attachment(s):** Resolution, Extension letter.

RESOLUTION \_\_\_\_\_

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA,  
APPROVING AN EXTENSION OF THE EXISTING CONTRACT  
WITH ACAI ASSOCIATES, INC. FOR MISCELLANEOUS  
ARCHITECTURAL SERVICES.

WHEREAS, the Town of Davie authorized the Mayor to execute a contract with  
Acai Associates, Inc. to perform miscellaneous architectural services by Resolution R-  
2008-54; and

WHEREAS, staff negotiated a master contract with Acai Associates, Inc. which  
establishes hourly rates to be charged for all projects; and

WHEREAS, as the need arises, Acai Associates, Inc. will be required to enter into  
a Memorandum of Understanding with the Town to authorize the work for each  
described scope of services.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN  
OF DAVIE, FLORIDA.

SECTION 1. The Town Council approves an extension of the existing contract  
with Acai Associates, Inc. for miscellaneous architectural services for an additional two  
(2) year term, and the terms and costs shall remain the same.

SECTION 2. Upon expiration of this contract, these services will be re-bid.

SECTION 3. This resolution shall take effect immediately upon its passage and  
adoption.

PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2009

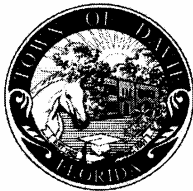
\_\_\_\_\_

MAYOR/COUNCILMEMBER

ATTEST:

\_\_\_\_\_  
TOWN CLERK

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2009



---

• DAVIE, FLORIDA 33314  
PHONE: 954.797. • FAX: 954.797. • WWW.DAVIE-FL.GOV

June 1, 2009

Adolfo J. Cotilla Jr.  
Acai Associates, Inc.  
2937 W. Cypress Creek Road  
Suite 200  
Ft. Lauderdale, FL. 33309

Dear Adolfo:

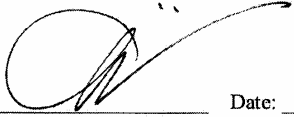
The current Town of Davie contract with you for Miscellaneous Architectural Services is scheduled to expire on June 20, 2009. The contract terms allow for one (1) additional two (2) year extension by mutual agreement of the parties.

This letter is sent to express the desire of the Town of Davie to extend the contract for the one (1) additional two (2) year term. Please advise your position regarding said extension no later than Tuesday, June 2nd, 2009.

The Town of Davie purchasing procedures requires Council action on contract extensions. Therefore, a positive response from you regarding the extension is required to extend this agreement through June 20, 2011.

Should you have any questions concerning this matter, please call me at (954) 797-1085. Thank-you for your cooperation and prompt response.

If you accept the extension to the Contract please sign and mail back to Town of Davie, Capital Projects 6901 Orange Drive, Davie, FL. 33314.

Sign:  Date: 6-2-09  
Adolfo J. Cotilla Jr.

Sincerely,



Emilio DeSimone, Project Manager, Capital Projects